

TRANSMITTAL SLIP		DATE 4 MAR 1968
TO: Deputy Director for Support		
ROOM NO. 7D26	BUILDING Headquarters	REMARKS: Bob:
		Executive Registry 108-7059
<p>On reflection, I wonder whether we are getting our prospective retirees into this program soon enough. More specifically, November 1968 seems quite late to schedule those employees who are going to retire in 1969. Wouldn't it be better to give them stronger encouragement to attend the sessions which we are having this month?</p>		
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FROM: Executive Director-Comptroller		
ROOM NO. 7D59	BUILDING Headquarters	EXTENSION []
FORM NO. 241 1 FEB 55		
REPLACES FORM 36-8 WHICH MAY BE USED.		
(47)		

TRANSMITTAL SLIP		DATE 5 March 1968
TO: Director of Personnel		
ROOM NO. 5E 56	BUILDING Hqs.	REMARKS:
<p>Mr. Bannerman requests your views for responding to Col. White's question.</p>		
STATINTL		
[]		
FROM: EO-DD/S		
ROOM NO. 7D24	BUILDING Hqs.	EXTENSION []
FORM NO. 241 1 FEB 55		
REPLACES FORM 36-8 WHICH MAY BE USED.		
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Headquarters EMPLOYEE BULLETIN

Retirement Counseling Series

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13 February 1968

SPECIAL RETIREMENT INFORMATION SEMINARS

1. Special Retirement Information Seminars are being arranged to help employees who are nearing retirement. The purpose of these seminars is to provide constructive information to enable Agency employees to plan an organized retirement and to approach it confidently. Two seminars will be presented in calendar year 1968. The first, in March, will be primarily for employees scheduled to retire between 1 April and 31 December 1968; the second, for employees scheduled to retire between 1 January and 31 December 1969, will be held in November. Personnel who are planning to retire within these periods will be asked to participate in these seminars. Other employees who are interested in starting to plan for their retirement after 1969 are cordially invited to attend all or a part of the sessions.

2. The first seminar, consisting of five two-hour sessions, will begin on 25 March 1968. All sessions will be held in the auditorium, Headquarters Building. The schedule and subjects are listed below:

SESSION I

Monday, 25 March
10 a.m. to 12 noon
Disengagement and the Meaning
of Retirement

SESSION II

Tuesday, 26 March
10 a.m. to 12 noon
Health and Housing

SESSION III

Wednesday, 27 March
2 - 4 p.m.
CIA and Civil Service
Retirement - Financial Aspects -
Social Security

SESSION IV

Thursday, 28 March
10 a.m. to 12 noon
Legal and Tax Aspects of
Retirement - Banking

SESSION V

Friday, 29 March
10 a.m. to 12 noon
Part-time Employment and
Second Careers

3. Some outside specialists will participate in this seminar. A question-and-answer period will follow each lecture to give employees opportunity to discuss points of particular interest.

4. Individuals, other than the 1968 retirees, desiring to attend the March seminar are asked to get in touch with the Retirement Counseling and Placement Staff, extension [redacted] no later than Wednesday, 20 March 1968.

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5. The exact date of the November seminar for employees retiring in calendar year 1969 will be announced by a subsequent bulletin. The schedule and subject matter will be essentially the same as in the March seminar.

DISTRIBUTION: ALL EMPLOYEES